

Minutes
Work Session
Aberdeen Board of Commissioners

April 2, 2009
Thursday, 5:30 p.m.

Aberdeen Municipal Building
Aberdeen, North Carolina

The Aberdeen Town Board met on Thursday, April 2, 2009 at 5:30 p.m. for their regular Work Session. Members present were Mayor Elizabeth B. Mofield and Commissioners Robbie Farrell, Jim Thomas, Pat Ann McMurray, Donna Shannon and Walter Wright. Others in attendance were Town Manager Bill Zell, Town Clerk Regina Rosy, Planning Director Kathy Liles, Public Works Director Rickie Monroe, Bill Lester from Hobbs Upchurch, Laura Eddy from the Pilot, and Jack Taylor.

Mayor Mofield called the Work Session to order. Manager Zell stated a public hearing would need to be held first in regards to the CDBG Grant. Manager Zell stated Bill Lester was present from Hobbs Upchurch to provide additional information.

1. Public Hearing for FY 2005 CDBG Infrastructure Amendment.

Mayor Mofield opened the Public Hearing for FY 2005 CDBG Infrastructure Amendment. Bill Lester stated the project needs to be extended to August 31, 2009, and the budget needs to be amended. Bill Lester stated there is \$182,265.60 remaining in CDBG funds and the Town should submit an Amendment to address other needs in the Midway Community. The Town will be requesting permission to use a portion of the remaining CDBG funds (\$132,265.60) to provide additional sewer improvements and fill in the abandoned septic tanks. The original application did not include a water line item. However, the Town would propose to use a portion of the CDBG funds (\$50,000) to provide public water service to three homes in the Midway Community. Bill Lester stated three households have requested the Town to provide them with water service. Bill Lester stated the purpose of this public hearing is to gather citizen views and comments prior to the submission of the Amendment. Mayor Mofield closed the public hearing.

A motion was made by Commissioner Thomas, seconded by Commissioner Wright to approve submission of the CDBG Program Amendment to extend the grant time to August 31, 2009 and amend the budget accordingly. Motion unanimously carried.

2. Article I – VIII – Unified Development Ordinance.

Planning Director Liles stated Town Attorney T.C. Morphis was originally scheduled to attend tonight's meeting, but his schedule was too heavy to attend. Planning Director Liles stated she would try to get the Board started. Commissioner Wright was concerned this was too much information for one night and he would like to see separate meetings scheduled for the review of the UDO. The Board was in

agreement. Planning Director Liles then gave a brief overview of what the first eight articles were about.

Mayor Mofield asked when the budget work sessions were scheduled. Commissioner Wright stated he would work on the budget with Manager Zell and Finance Director Beth Wentland and hopefully the Board would only have to attend one budget work session which would be on May 7th. Manager Zell stated he would coordinate with Planning Director Liles to determine a date to review the first 8 articles of the UDO with the Board.

3. Application for Conditional Use Permit (Home Occupation) Case #2009254 submitted by Carolyn Smith to open a home daycare located at 108 Central Dr.

Planning Director Liles stated this item is ready for a decision by the Board. She stated it would be added as New Business for the Board Meeting on April 13, 2009 for a vote. Agenda Item as New Business.

4. Resolution to Authorize Signature of Building Permits.

Planning Director Liles stated the Planning Dept. experiences the same type of problem every day where applicants come into the Town Hall and do single trade permits which could be signed by the Permit Technician, Jenni McKay. She stated it would simplify the process because the Building Inspector is out of the office a good majority of the day, and it takes much longer to wait for a signature from him. Planning Director Liles stated this would allow Permit Technician Jenni McKay to sign off on building permits for single trade or for other permits only upon approval by the Building Inspector. A motion was made by Commissioner Shannon, seconded by Commissioner Thomas, to approve the resolution authorizing the delegation of building permitting duties. Motion unanimously carried.

5. Other Business.

Mayor Mofield thanked Jack Taylor for attending the Work Session. She asked him what he would like to speak to the Board about. He stated he is ready to sell the property he currently owns and the manager at Morgan's BP has outgrown his current property and would be interested in Jack's property if it were rezoned for automotive industry. The Board discovered both pieces of property are zoned B-1 which means Morgan's BP is not currently in compliance but they were grandfathered in previously. Mayor Mofield asked Planning Director Liles if this would work for a conditional use rather than rezoning the property. Planning Director Liles stated a conditional use might be the best option for this particular situation. Jack Taylor thanked the Board for their time and stated he would be back to see them soon to apply for a conditional use permit.

6. Resolution to Designate Review Officer.

Planning Director Liles stated allowing her to serve as the Review Officer within the Town of Aberdeen would allow more convenience for surveyors and would provide a courtesy service to local citizens and businesses. She stated this designation would allow her to review each plat or map before it is recorded and certify that it meets the state statutory requirements for recording. Commissioner Shannon asked if there would be any additional liability for the Town from designating a Review Officer. Planning Director Liles stated it does not increase liability. A motion was made by Commissioner Thomas, seconded by Commissioner Shannon, to request from the Moore County Board of Commissioners to designate Kathy Liles as a Review Officer within the Town of Aberdeen. Motion unanimously carried.

7. Annexation Public Information Meeting Scheduled for April 20, 2009.

Planning Director Liles stated a decision needs to be made tonight to determine if the Board plans to attend the Annexation Public Information Meeting scheduled for April 20, 2009. Planning Director Liles stated the meeting will need to be posted as a special called meeting if the Board plans to attend. The Board agreed to not attend the meeting on April 20, 2009. Manager Zell and other Department Heads will attend. Planning Director Liles stated she would bring information back from the Annexation Public Information Meeting to the Board at the Work Session on April 30, 2009.

8. Closed Session – Potential Land Acquisition.

A motion was made by Commissioner Farrell, seconded by Commissioner Wright, to go into Closed Session to discuss potential land acquisition.

With no action taken, a motion was made by Commissioner Farrell, seconded by Commissioner Wright, to return to regular session. Motion unanimously carried.

9. Resolution Establishing Goal for Participation of Minority Business in Building Construction Contracts and Certification of Minority Business Participation.

Manager Zell stated this item needs to be held for a public hearing and then adopted for compliance with grants. Manager Zell and the Board felt like this item had already been approved but there was no record anywhere of this resolution. Agenda Item as Public Hearing.

10. Discussion on curbside one-day per week trash pick-up.

Manager Zell stated this item is just a follow up to the Public Works Budget Work Session. Public Works Director Rickie Monroe stated we are out of 65 gallon trash containers, and he needs some guidance on how to proceed because he is going to need to order more trash containers. The Board agreed they would like to hold a public

hearing for this item at the May 11, 2009 Board Meeting and then make a decision at the June 8, 2009 Board Meeting. Mayor Mofield stated she would like something stenciled on the trash cans stating cans have to be rolled back to the house within 24 hours after pick-up. Commissioner Wright stated he would like to see that information on the water bills as well. The consideration of curbside one-day per week trash pick-up will be placed in the Bon Accord, on TV and on the website at the instruction of the Board. Mayor Mofield stated she would like to see the old insignia that was in the old Bon Accord to be used again in the Bon Accord. Town Clerk Regina Rosy stated she would look into finding the old insignia and using it in future editions of the Bon Accord.

11. Discussion on Water Purchase Contract Renewal with Moore County.

Commissioner Shannon asked if this contract could be for one year rather than three years due to the current state of the economy and escalating costs of chemicals. Public Works Director Rickie Monroe stated Moore County buys 200,000 gallons of water a day which adds up to 73 million gallons a year. He stated we would be in a world of hurt if Moore County did not buy this water from us. Commissioner Shannon wanted to know what surrounding counties charge for water if Moore County were to buy from them instead. Manager Zell stated he will find this information for the Board.

12. Amendment to Personnel Policy: Limitation of Employment of Relatives.

Manager Zell stated this amendment to the personnel policy would allow for immediate relatives to work for the Town as long as the immediate family members were not employed in the same department or same building. Because of the size of our community, sometimes it is hard to exclude immediate family. The Board had mixed feelings about changing the policy, but overall they felt this would be a positive change. Agenda Item as Consent Agenda.

13. Addition to Personnel Policy: Personal Appearance and Behavior.

Manager Zell stated this addition to the personnel policy would create a more professional work environment for the Town of Aberdeen and would provide us with a policy to adhere to regarding dress code. Commissioner Wright stated he had written a dress code several years ago the Board had adopted, and he wanted to know why it was not in the personnel policy. Town Clerk Regina Rosy stated a new personnel policy was adopted in 2003 by the Town Board which was created by the North Carolina League of Municipalities. Any time a new policy is created, it supersedes a previous policy. The Board felt the personal appearance and behavior addition to the personnel policy was much needed. Agenda Item as Consent Agenda.

14. Other Business - Continued

Manager Zell stated he needed to know who plans to attend the Board Meeting on April 13, 2009. Commissioners Shannon, Thomas, McMurray and Wright agreed they

would be present for the meeting. The Board designated Commissioner Wright as the Presiding Commissioner for the April 13, 2009 Board Meeting.

Manager Zell passed out a letter in relation to the Water Task Force. Manager Zell then proposed a new idea which is to remove the garbage fees of \$8.00 per month for each residence and increase the tax rate by \$0.04 per \$100 of valuation. This would ultimately give property owners the possibility of writing off the garbage fees in order to save money on income taxes. Manager Zell also provided some proposed water and sewer rate increases. Manager Zell asked the Board to look over the information he provided, and they would talk more about these fees at a later meeting.

With no further items for discussion or review, a motion was made by Commissioner Wright, seconded by Commissioner Farrell, to adjourn the Work Session. Motion unanimously carried.

Regina M. Rosy, Town Clerk

Walter H. Wright, Presiding Commissioner

Minutes were completed in
draft form on April 3, 2009

Minutes were adopted
April 13, 2009